



City of Nashua

Central Purchasing

229 Main Street

Nashua NH 03060

603-589-3330 Fax: 603-589-3344

November 2, 2012

Request for Qualifications

Nashua Millyard Waste House Sale and Reuse (Building Only) RFQ0348-112912

The City of Nashua is seeking the qualifications of firms or individuals along with creative proposals to preserve the historic Millyard Waste House, also known as the D.H Shea Building. The City of Nashua (seller) is offering for sale, "as is", the building (only the building) known as the Nashua Millyard Waste House (or the D.H. Shea Building), 84 Pine Street Extension, Nashua NH. The building is located on the parcel identified by the City of Nashua Assessor's Office as Parcel ID 77-14.

The City is seeking capable entities that can purchase the building, secure a site located within the Nashua Millyard onto which the property can be relocated, prepare the site for the building, renovate and reuse the building in a manner the contributes positively to the cultural integrity and economy of the Nashua Millyard.

This historic City-owned property sits within the planned right-of-way of the Broad Street Parkway. Agreements between the City, State of New Hampshire and Federal agencies overseeing the Broad Street Parkway stipulate that the building must be physically re-located within the historic Nashua Millyard and preserved. The City will consider any reasonable proposal that restores the building in a manner that enhances the historic nature of the property, ensures preservation of the building exterior and utilizes the building.

INSTRUCTIONS TO VENDORS:

All Statements of Qualifications must be submitted with **One (1) original, and Three (3) copies** of the same pages in a sealed envelope or package clearly marked "**Proposal for the Nashua Millyard Waste House Sale and Reuse (Building Only)**". The Statement of Qualifications must be submitted no later than **4:00 pm, Thursday, November 29th, 2012** c/o Central Purchasing, Lower Level, City Hall, 229 Main Street, Nashua, NH 03060.

Postmarks or other timestamps will not be accepted in lieu of actual delivery. The firm can use whatever delivery mechanism it chooses as long as it remains clear that the firm is responsible for submission prior to the date and time.

Delivery of the Statement of Qualifications shall be at the Vendor's expense. The time of receipt shall be considered when the Statement of Qualifications has been officially documented by the Department, in accordance with its established policies, as having been received at the location designated above. The City of Nashua accepts no responsibility for mislabeled mail. Any and all damage that may occur due to shipping shall be the Vendor's responsibility.

Further details are available on the City's web site, www.nashuanh.gov, under Citizens Favorites, Current Bid Opportunities, document **RFQ0348-112912**. A listing of respondents will be posted on the City's web site, under Bid Results, within twenty-four (24) hours of the opening.

A **site visit** has been scheduled for **9:00 am, on Thursday, November 8, 2012**. Interested parties should meet in front of the building (84 Pine Street Extension, Nashua NH).at said date and time. **This will be the only opportunity to conduct a detailed inspection of the building before the RFQ submittal due date.** Attendance at the site visit is not required in order to submit a proposal.

All inquiries concerning this RFQ including, but not limited to, requests for clarifications, questions, and any changes to the RFQ, shall be **submitted in writing**, citing the RFQ title, RFQ number, Page, Section, and Paragraph and submitted to the following:

Mr. Thomas Galligani
galliganit@nashuanh.gov
Economic Development Director
229 Main Street
Nashua NH 03060

Interested parties are encouraged to submit questions via email; however, the City assumes no liability for assuring accurate/complete email transmission/receipt and is not responsible to acknowledge receipt. **Inquiries** must be received by Mr. Galligani **no later than Tuesday, November 13, 2012 at 1:00 pm**. Inquiries received later than this date shall not be considered properly submitted.

The City of Nashua will consider all timely-received questions and requests for change and, if reasonable and appropriate, will issue an addendum to clarify or modify this RFQ. Answers to vendor submitted questions and other addenda will be posted under document **RFQ0348-112912** on the City of Nashua website; www.nashuanh.gov under Citizen Favorites, Current Bid Opportunities no later than **Friday, November 16, 2012 at 4 pm**.

The project timeline is as follows:

	Date	Time	Location
Site Visit	Thursday, Nov 8, 2012	9:00 am	84 Pine Street Ext.
Deadline for questions	Tuesday, Nov 13, 2012	1:00 pm	
Deadline to post answers	Friday, Nov 16 2012	4:00 pm	
Deadline for submittals	Thursday, Nov 29, 2012	4:00 pm	Purchasing Dept, 229 Main St
Agreement	TBD		

The City of Nashua may reject any or all of the submittals on any basis and without disclosure of a reason. The failure to make such a disclosure shall not result in accrual of any right, claim or cause of action by any unsuccessful bidder against the City of Nashua. The City reserves the right to waive any irregularities when the public interest will be served thereby. The City also reserves the right to negotiate any change or amendment in any bid without soliciting further bids if the action is necessary for the best interest of the City.

The City of Nashua assumes no liability for the payment of costs and expenses incurred by any bidder in responding to this request for Qualifications. All Statements of Qualifications become the sole property of the City of Nashua. This request for Qualifications is not a contract and alone shall not be interpreted as such but rather serves as an instrument through which Qualifications are solicited.

The City reserves the right to request one or more finalists to make an on-site presentation of their Qualifications and to answer questions regarding their proposal and qualifications to City of Nashua staff and other designated project team members.

The City is exempt of all taxes. All vendors must comply with all applicable Equal Employment Opportunity laws and regulations.

The City of Nashua may reject any or all of the bids on any basis and without disclosure of a reason. The failure to make such a disclosure shall not result in accrual of any right, claim or cause of action by any unsuccessful bidder against the City of Nashua.

Pursuant to NRO 5-78 (F), the Purchasing Manager shall not solicit a bid from a contractor who is in default on the payment of taxes, licenses or other monies due the city. Therefore, this bid request is void as to anyone who is in default on said payments.

Respectfully,

Mary Sanchez, CPPB

Mary Sanchez, CPPB
Purchasing Agent II
City of Nashua

REQUEST FOR QUALIFICATIONS – RFQ0348-112912

Nashua Millyard Waste House Sale and Reuse (Building Only)

The City of Nashua is seeking the qualifications of firms or individuals along with creative proposals to preserve the historic Millyard Waste House. This historic City-owned property sits within the planned right-of-way of the Broad Street Parkway. Agreements between the City, State of New Hampshire and Federal agencies overseeing the Broad Street Parkway stipulate that the building must be physically re-located within the historic Nashua Millyard and preserved. The City will consider any reasonable proposal that restores the building in a manner that enhances the historic nature of the property, ensures preservation of the building exterior and utilizes the building.

As part of the relocation project, the City is willing to:

- Transfer ownership of the building known as the Millyard Waste House (a.k.a. D. F. Shea Building)
- Move the building to another suitable location within the boundaries of the Nashua Manufacturing Company Historic District.

In exchange for the building, the party awarded the building must be committed to the following conditions:

- Prepare a site that will accommodate the building within the Nashua Manufacturing Company Historic District (provide a foundation, if necessary);
- Renovate the building and utilize it in a manner that is complementary to the Millyard neighborhood; and
- Preserve the exterior of the building according to standards set by the City and the State of New Hampshire Division of Historic Resources. Long-term preservation will be ensured through the filing of a preservation easement, façade easement or similar legal instrument held by the City of Nashua.

Your submission must include a proposal in sealed envelope clearly marked “**Nashua Millyard Waste House Sale and Reuse (Building Only)**”. Documents must be submitted to City of Nashua Central Purchasing Office, City Hall Lower Level, 229 Main Street, Nashua, NH 03060 no later than **Thursday, November 29th 2012 at 4:00 p.m.** A **non-mandatory tour** of the building is scheduled for **Thursday, November 8th, 2012 at 9 a.m.** at the site, 84 Pine Street Extension. This complete document is available on the City of Nashua’s web site, www.nashuanh.gov, Current Bid Opportunities, Current Bids, Document **RFQ0348-112912**.

The City of Nashua reserves the right to reject any and all submissions, to waive any requirements of this Request for Proposal, request additional information, modify or amend the proposal with the consent of the development firm, and to negotiate the costs or any other terms of any agreement. Please contact Thomas Galligani, Economic Development Director, in writing, at galliganit@nashuanh.gov with any questions you may have about this RFQ.

Introduction

The City of Nashua (seller) is offering for sale, “as is,” the building (only the building) known as the Nashua Millyard Waste House, 84 Pine Street Extension, Nashua NH. The building is currently vacant. The building is located on the parcel identified by the City of Nashua Assessor’s Office as Parcel ID 77-14.

The City is seeking capable entities that can

- purchase the building;
- secure a site located within the Nashua Millyard onto which the property can be relocated;
- prepare the site for the building;
- renovate and reuse the building in a manner that contributes positively to the cultural integrity and economy of the Nashua Millyard.

The City also owns a vacant property located within the Nashua Millyard that could be utilized to host the relocated property. The City may be willing to consider proposals that make use of this parcel, located at 21 Pine Street Extension, as a site for the relocated structure.

1. Nashua and Nashua Millyard Information

Known as the “Gate City,” Nashua is the second largest municipality in New Hampshire and is the center of a diverse region of more than 200,000 people. Nashua has an industrial past and a vibrant urban core while retaining the charm of the traditional New England town. The mixture of an excellent quality of life and proximity to Boston, the White Mountains and the seacoast makes Nashua an attractive place to both live and work. Nashua has been named *Money* magazine's “Best Place to Live in America,” and is the only city in the country ever to win this honor twice.

The project is located in the Nashua Millyard in Nashua, NH. The area has a long history as an important manufacturing complex in Nashua. It was first listed on the National Register of Historic Places in 1987 as the Nashua Manufacturing Company Historic District. It consists of 34 brick, wood frame and concrete industrial mill buildings and related structures, along with a 3 mile long granite faced power canal. The integrity of the location, design, setting, materials and workmanship is still intact with the exception of the 1970's infill of the former canal. Building heights within the district vary from two to six stories and are arranged in rows along the edges of the river, the canal, and former canal. Focal points include the clock towers of various buildings and the Millyard smokestack, an identifying icon of the area. Much of the architectural distinction of the area is derived from its cohesive styles, massing and materials. Most of the buildings on site are brick structures developed during the Nashua Manufacturing Company's first 60 years of existence.

Today, a number of different uses cohabitate amicably in the Millyard. Many Nashua's call the Millyard home in Clocktower Place's 300+ high-end apartments along the southern bank of the Nashua River. The Picker Building houses a number of independent and small artist studios which enliven Nashua with their crafts. The Nashua Technology Center at the northern end of the Millyard is home to a number of technology, real estate, marketing, and manufacturing firms. The area west of the Nashua Canal is home to state government offices, some light industrial uses, a few small restaurants, commercial offices, and local construction firms. Other companies such as an Asian market and other commercial ventures are located along the soon-to-be spine of the Broad Street Parkway.

2. Building Information



The building is a 2,574 square foot timber-frame, brick building originally built in 1896. In recent years, the property has remained vacant. Over the past few decades, the property was operated as a paint store, known as the D.H. Shea Company.

Located in the historic Nashua Millyard, the building is located on City of Nashua Assessor's parcel 77-14 and is known as 84 Pine Street Extension. The property is located in front of 0 Pine Street Extension, a property currently owned and occupied by the H.G. Bagshaw Company and next to the Nashua Canal.

According to the National Register of Historic Places Inventory, "the small brick Wastehouse also reflects the mill complex's growth to the west of the canal which began in the 1890 f s. Cotton waste from the mills was collected here and packed for removal. Constructed in 1896 to replace an 1869 wastehouse, it has one story, a flat roof and simple wood brackets at the eaves. The two long sides each have eight bays of 9/9 sash with segmental-arched heads."

The building and the entire Millyard is located in the General Industrial-Mixed-Use (GI-MU) zone.

3. Goals for the Project

The City of Nashua intends to sell the building, but relocate and preserve the building in a location within the Nashua Manufacturing Company Historic District. The City would like the project to meet the following goals:

- a. Preserve the Waste House as a viable and active building within the Nashua Millyard
- b. Maximize current and future financial return to the City of Nashua (sale price, if any, and future property tax revenue);
- c. Facilitate the redevelopment of a vacant, historic building; and

4. Submission Requirements

- a. All proposals must be delivered to the Central Purchasing Office, Lower Level, City Hall, 229 Main Street, Nashua NH 03060 **no later than Thursday, November 29, 2012 at 4:00 p.m.**
- b. All proposals shall be in sealed envelopes marked **“Proposal for the Nashua Millyard Waste House Sale and Reuse (Building Only)”**. **One (1) original and three (3) copies** of the sealed proposal are to be submitted.
- c. All proposals not received at the Central Purchasing Office by the date and time specified shall be rejected.
- d. Each proposal must include the following:
 1. Name, address and contact information for the Buyer;
 2. If the Buyer is other than a natural person, evidence of its legal existence and status. Such evidence may include Articles of Incorporation, Trust Agreements, and Partnership Agreements;
 3. If the Buyer is a corporation, a Certificate of Authority conveying a certified vote of the Board of Directors authorizing a designated individual to submit the proposal;
 4. A statement of the intended use of the building and description of the plans. The City of Nashua will strongly consider proposals that anticipate commercial uses in the building that are consistent with the character of the neighborhood.
 5. A written description of the general approach and overall vision for the project. Respondents are encouraged to include sufficient graphics to assist in City of Nashua in understanding the proposal;
 6. A conceptual site plan which clearly outlines where and how the proposer intends to develop and reuse the property. The conceptual plan will give the City of Nashua an idea of how the building will be used and where the property will be located.
 7. Proof that the proposer has a legal right to locate the building on property in the Nashua Millyard. This might include a letter of interest from the existing property owner of where the building is proposed to be located.

8. Resumes and position description of all the personnel of the Buyer who will be responsible for supervising the construction work to be performed under the sale.
9. A list and short description of past projects in which the proposer has been involved. If the proposer is an "end-user" (and not a developer), please provide a list of past projects completed by the contractor/developer that the proposer plans to hire.

The City of Nashua reserves the right to request additional documentation and may independently verify information provided.

5. Proposal Review Process:

All proposals shall be evaluated utilizing the following process:

- a. **Submission Requirements:** All proposals must be properly submitted and contain all of the completed documents and descriptions as set forth above in Section 5, Submission Requirements. The Purchasing Manager will determine if the Submission Requirements have been satisfied. The Purchasing Manager shall refer all proposals that meet the Submission Requirements to the Evaluation Committee.
- b. **Comparative Criteria:** An Evaluation Committee will evaluate all proposals referred to it by the Purchasing Manager. The Evaluation Committee's review will be based on the relative merits of the proposals in terms of their ability to meet the goals outlined in Section 4. The City reserves the right to reject any proposal or plans that it determines in its sole discretion.
- c. **Evaluation:** The Evaluation Committee will weigh these criteria listed above. The City will thoroughly review the qualifications of the firms/individuals and the concept proposals with the goal of developing a list of finalists. The City will invite the finalists to submit more detailed plans and a price proposal for the building. The City will negotiate with one or more of the finalists once a viable location is selected.

6. Miscellaneous

- a. The City of Nashua reserves the right to reject any and all proposals at any time.
- b. Any eventual agreement to award the building must be approved by the Mayor and Board of Aldermen of the City of Nashua;
- c. The City of Nashua will conduct a **site visit** of the property on **Thursday, November 8, 2012 at 9:00 AM**. Interested parties should meet in front of the building at said date and time. This will be the only opportunities to conduct a detailed inspection of the building before the RFQ due date. Attendance at the site visit is not required in order to submit a proposal.
- d. All questions regarding this RFQ must be submitted in writing to Thomas Galligani, Economic Development Director, via email at galliganit@nashuanh.gov or to his office located at City Hall, 229 Main Street, Nashua NH 03060